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PRINCIPAL INVESTIGATOR: Doctor Ray Crook  
Susan E. Fishman-Armstrong

CONTRACTING ORGANIZATION: Antonio J. Waring, Jr. Archeological  
Laboratory  
State University of West Georgia  
Carrollton, Georgia 30118

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## INTRODUCTION:

This project is a cooperative agreement between the Antonio J. Waring, Jr. Archaeological Laboratory at the State University of West Georgia and the U.S. Army Medical Research Acquisition Activity. The purpose of this project is designed to provide the Antonio J. Waring, Jr. Archaeological Laboratory stewardship of the nations cultural resources for curation which are to be collected by the Department of Defense in the geographical area of the state of Georgia and the surrounding southeastern United States. Funds that apply to this project are based on a cost reimbursement cooperative agreement. Funds are to be made as individual tasks orders are completed. As of to date, no task orders have been received from the Department of Defense to the Antonio J. Waring, Jr. Archaeological Laboratory for the curation of cultural resource collections.

## BODY:

The Antonio J. Waring Jr. Archaeological Laboratory has been entrusted by the Department of Defense for the curation and care of cultural resource material from Georgia and the southeastern United States. Research information is derived from this material and its associated documentation. The Antonio J. Waring Jr., Archaeological Laboratory has not obtained any material to be curated from the Department of Defense. The Antonio J. Waring, Jr. Archaeological Laboratory completed a mailing to all of the US Military Bases in Georgia and several throughout the surrounding states. A copy of our *Standards for Archaeological Curation* and an information pamphlet was sent to each of these Army Bases informing each one that we have entered into this cooperative agreement and are available for curation of any archaeological collections they may have. Follow-up telephone calls were made to officials of several of the bases to confirm receipt of our letter and to address any questions.

## KEY RESEARCH ACCOMPLISHMENTS:

No collections have been received; therefore, no research has been conducted at this time.

## REPORTABLE OUTCOMES:

No outcomes are reportable at this time.

## CONCLUSIONS:

None

## REFERENCES:

None

APPENDICES:

Antonio J. Waring, Jr. Archaeological Laboratory Annual Report 2001

Vitae: Ray Crook, Laboratory Director

Susan Fishman-Armstrong, Laboratory Coordinator

June 2002

## ***Curriculum Vitae***

Morgan Ray Crook, Jr.

330 Pafford Building  
State University of West Georgia  
Carrollton, GA 30118  
770.836.4592; 4303  
rcrook@westga.edu

### **Academic Achievement**

Ph.D., University of Florida, 1978 (Anthropology)

Dissertation: "Mississippian Period Community Organizations on the Georgia Coast"

M.A., West Georgia College, 1975 (Psychology)

Thesis: "Institutions of Abnormal Behavior in Three Primitive Societies"

B.A., West Georgia College, 1973 (Anthropology and Psychology)

### **Principal Fields of Interest**

Archaeology of the Southeastern U.S.

Archaeological Method and Theory

Prehistoric Coastal Adaptive Systems

Gullah Ethnography and Archaeology

Archaeological Curation and Collections Management

### **Professional References**

David Anderson (Archaeologist), Southeast Archeological Center, National Park Service

Nicholas Honerkamp (Professor of Anthropology), Department of Sociology, Anthropology, and  
Geography, University of Tennessee, Chattanooga

Jerald Milanich (Curator and Professor of Anthropology), Department of Anthropology, Florida  
Museum of Natural History, University of Florida

Elizabeth Reitz (Professor of Anthropology), Department of Anthropology, University of Georgia

### **Academic Experience**

#### **Positions:**

September 1991 – Present:

Associate Professor of Anthropology  
Department of Sociology, Anthropology, & Criminology  
State University of West Georgia

January 2000 – Present:

Laboratory Director  
Antonio J. Waring, Jr. Archaeological Laboratory  
State University of West Georgia

March 1993 – Present:	Curator Antonio J. Waring, Jr. Archaeological Laboratory State University of West Georgia
September 1987 – August 1991:	Assistant Professor of Anthropology Department of Anthropology Georgia State University
September 1985 – June 1987:	Part-time Assistant Professor of Anthropology Georgia State University
July 1983 – June 1987:	Assistant to the State Archaeologist Office of the Georgia State Archaeologist
June 1983 – August 1987:	Adjunct Research Associate Department of Sociology and Anthropology West Georgia College
November 1978 – June 1983:	Research Associate Department of Sociology and Anthropology West Georgia College

**Instruction:**

## Undergraduate Courses Taught -

- Introduction to Anthropology (four sub-field)
- Faces of Culture
- Case Studies in Archaeology
- Introduction to Physical Anthropology
- Introduction to Archaeology
- General Archaeology
- Archaeological Field Methods (also graduate level)
- Archaeological Laboratory Methods (also graduate level)
- Archaeological Curation and Collections Management
- Directed Research in Anthropology
- Contemporary Archaeological Thought
- History of Anthropological Thought
- North American Indians
- North American Prehistory
- Archaeology of the Southeastern U.S.
- Indians of the Southeastern U.S.
- Cultural Ecology
- Human Evolution
- Public Archaeology (also graduate level)
- Senior Seminar (capstone course)

## Honors and Masters Committees -

- 1990 B.A. Anthropology Honors Thesis  
Mary Herbert (Department of Anthropology, Georgia State University)
- 1987 M.A. Anthropology  
Jack E. Tyler (Department of Anthropology, Georgia State University)
- 1989 M.A. Anthropology

Terry J. Minvielle (Department of Anthropology, Georgia State University)  
 1990 Master of Historic Preservation  
 Ann Foskey (Department of History, Georgia State University)  
 1991 Master of Historic Preservation  
 Janine Joslyn (Department of History, Georgia State University)

### **Institutional Service:**

June 1998 – June 2001:	Faculty Senate, State University of West Georgia
June 1998 – June 2001:	Undergraduate Academic Programs Committee (Chair, 2000-01)
September 2000:	Strategic Planning <i>ad hoc</i> Committee, UWG Office of the President
June 1998 – May 1999:	Master Planning Committee, State University of West Georgia
June 1998 – May 2000:	Social Sciences XIDS Committee, UWG College of Arts and Sciences
April 1998 – January 2000:	Fund Manager, Antonio J. Waring, Jr. Anthropology Endowment
June 1997 – February 1998:	Search Committee for Sponsored Operations Coordinator, UWG Office of the Vice President of Academic Affairs
June 1995 – June 1998:	Faculty Senate, State University of West Georgia
June 1995 – June 1998:	Learning Resources Committee (Chair, 1997-98)
July 1995 - August 1995:	Chair, Search Committee for Coordinator of Special Projects, Development and Alumni Services, West Georgia College
August 1994 - Present:	Sponsored Operations Advisory Committee, WGC/UWG Office of the Vice President of Academic Affairs
August 1994 – June 1996:	Technology Trust Funds Working Group, WGC/UWG Office of the President
January 1993 – June 1996:	Director and Archaeology Research Associate, Applied Environmental Research Group, School of Arts and Sciences, West Georgia College
October 1993 – July 1995:	Community Action for Improvement, Inc., Board of Trustees (representing West Georgia College). Elected Treasurer, April 1995
September 1993 - June 1995:	School of Arts & Sciences - Executive Committee, West Georgia College
September 1993 - June 1995:	School of Arts & Sciences - Institutional Studies and Planning Committee, West Georgia College
September 1993 - June 1996:	Faculty Senate Committee on Academic Appeals, West Georgia College
September 1992 – June 1995:	Regents Academic Advisory Committee on Sociology, Anthropology, and Social Work (representing the Department of Sociology & Anthropology, West Georgia College), also member of Anthropology Subcommittee
September 1991 - December 1991:	Self-Study Subcommittee on Academic and Professional Preparation (SACS), West Georgia College



September 1989 - August 1991:	University Senate, Georgia State University. Committee Memberships - Faculty Affairs, Awards
September 1987 - August 1991:	Department of Anthropology, Georgia State University - Executive Committee, Curriculum Committee, Honors Committee (Chair, 1989), Student Advocacy Committee (Chair, 1988)
September 1988 - August 1989:	Department of Anthropology, Georgia State University – Director of Faculty and Student Seminars, Chair of <i>ad hoc</i> Peer Review Committee, Chair of <i>ad hoc</i> Departmental Research Policy Committee
September 1987 - August 1988:	Faculty Advisor, Georgia State University Anthropology Society

Also continuing UWG departmental and program service including various *ad hoc* committee assignments, mentoring, advising, search committees, third-year review committees, promotion and tenure committees, post-tenure review committees, and Waring Endowment activities.

## Professional Activities

### Memberships:

American Anthropological Association  
Society for American Archaeology  
Society for Historical Archaeology  
Society for Archaeological Science  
Council for Museum Anthropology  
Society for the Anthropology of Work  
Southeastern Archaeological Conference  
Society for Georgia Archaeology  
Georgia Council of Professional Archaeologists  
*Sigma Xi*, The Scientific Research Society  
Register of Professional Archaeologists

### Professional Service:

June 1997 – December 1997:	Sapelo Island Comprehensive Master Planning Committee, Georgia Department of Natural Resources
June 1995 – May 1998:	Director, Jekyll Island Research Station
May 1994 – April 1997:	Councilor, Section VIII (Anthropology) of the Georgia Academy of Science
January 1993 – December 1993:	Board of Directors, Society for Georgia Archaeology
September 1991 – August 1993:	Coordinator, Georgia Archaeological Task Force
January 1986 – Present:	Managing Editor, <b>Georgia Archaeological Research Design Papers</b>
April 1985 – March 1995:	Georgia Representative, Society for American Archaeology Committee on Public Archaeology

April 1989 – September 1992:	Director and Editor, " <b>The State of Georgia Archaeology Project</b> ," Georgia Council of Professional Archaeologists
February 1989 – October 1990:	Interim Vice President, Georgia Council of Professional Archaeologists
April 1989 – June 1989:	Nominations Committee, Southeastern Archaeological Conference
January 1987 – December 1987:	Board of Directors, Society for Georgia Archaeology
September 1985 – August 1991:	Georgia State University Representative, Georgia Archaeological Task Force
June 1983 – June 1987:	Coordinator, Georgia Archaeological Task Force
March 1982 – December 1991:	Editorial Board, <b>The Florida Anthropologist</b>
January 1981 – December 1981:	Council Member, Society for Georgia Archaeology
September 1975 – September 1977:	Archaeology Editor, <b>The Florida Journal of Anthropology</b>

## Publications:

### Monographs

1985 **Cagle Site Report: Archaic and Early Woodland Period Manifestations in the North Georgia Piedmont.** Occasional Papers in Cultural Resource Management #2. Atlanta: Georgia Department of Transportation.

1986a **A Strategy for Cultural Resource Planning in Georgia.** Atlanta: Georgia Department of Natural Resources.

1986b **Mississippi Period Archaeology of the Georgia Coastal Zone.** University of Georgia Laboratory of Archaeology Series, Report No. 23. Georgia Archaeological Research Design Paper No. 1.

1987 **Lowe Site Report: A Contribution to Archaeology of the Georgia Coastal Plain..** Occasional Papers in Cultural Resource Management #3. Atlanta: Georgia Department of Transportation.

1992 (Editor) **The State of Archaeology in Georgia.** A report from the Georgia Council of Professional Archaeologists. Carrollton: West Georgia College.

### Refereed Papers

1977 Spalding's Sugar-Works Site, Sapelo Island, Georgia. **Industrial Archaeology** 12:318-350. (senior author with P.D. O'Grady). Reprinted 1980 in **Sapelo Papers: Researches in the History and Prehistory of Sapelo Island, Georgia**, West Georgia College Studies in the Social Sciences 19:9-34.

1978a Spatial Associations and Distribution of Aggregate Village Sites in a Southeastern Atlantic Coastal Area. **Florida Anthropologist** 31:21-34. Reprinted 1980 in **Sapelo Papers: Researches in the**

**History and Prehistory of Sapelo Island, Georgia**, West Georgia College Studies in the Social Sciences 19:77-87.

1978b Recent Micro-Settlement Studies in the Southeast. **The Florida Journal of Anthropology** 3:26-33.

1982 Mitigation Excavations at the Chestatee Site, North Georgia. **Florida Anthropologist** 35:3-33.

1983 A Statistical Application for Determining Ceramic Assemblages at Disturbed Archaeological Sites. **North American Archaeologist** 4:211-223.

1984 Evolving Community Organization on the Georgia Coast. **Journal of Field Archaeology** 11:247-263.

1988 An Ecological Model for the Protohistoric Guale. **Southern Anthropological Society Proceedings**, No. 21:122-139.

1992 Oyster Sources and their Prehistoric Use on the Georgia Coast. **Journal of Archaeological Science** 19:483-496.

2001a (with D.C. Weinland and F.T.Andrus) The Identification of Cownose Ray (*Rhinoptera bonasus*) as a Seasonal Indicator Species and Implications for Coastal Mississippian Subsistence Modeling. **Southeastern Archaeology** 19:82-88.

2001b Gullah and the Task System. **Anthropology of Work Review** 22(3): in press.

### **Invited Papers**

1980 Archaeological Indications of Community Structures at the Kenan Field Site. In **Sapelo Papers: Research in the History and Prehistory of Sapelo Island, Georgia**, West Georgia College Studies in the Social Sciences 19:89-100.

1984 Irene Manifestations on Sapelo Island. **Early Georgia** 12:59-63.

1985 Space, Time, and Subsistence at Bourbon Field. **National Geographic Society Research Reports** 21:95-100.

1991 Chronology of a Stratified Archaic Sequence in the Central Savannah River Area. **Early Georgia** 19(2):21-33.

1995 Excavation and Reburial of Charles R. Farnham on Little Cumberland Island, Georgia. **The Occasional Papers of Island Labs**, Little Cumberland Island Association.

2001 The Sapelo Gullah Project: 1992-2001. **Reflections** 1(2):4-5. (Georgia African American Historic Preservation Network)

## Technical Reports

*(italicized dates indicate applied research (compliance) reports subjected to state- or federal-level professional review)*

1973a "An Archaeological Survey of Polk County, Georgia," submitted to the Georgia Historical Commission.

1973b "Georgia Project M-3059, Bibb County, Georgia," submitted to the Georgia Historical Commission.

1974a "An Archaeological Survey of the Proposed Spewrell Bluff Reservoir," submitted to the National Park Service.

1974b "An Archaeological Survey of Green Island, Georgia," submitted to Island Investments, Inc. of Savannah, Georgia.

1974c "An Archaeological Investigation of Andersonville Prison, Sumpter County, Georgia," submitted to the National Park Service.

1979a "Archaeological Survey of a Proposed Land Fill in Putnam County, Georgia," submitted to the Putnam County Board of Commissioners.

1979b "Archaeological Assessment of the Morning Creek Diversion Project, Fulton County, Georgia," submitted to Jordan, Jones and Goulding, Inc. of Atlanta, Georgia.

1979c "Archaeological Assessment of the Proposed U.S. Post Office Site, Midway, Georgia," submitted to the United States Postal Service.

1980a "Archaeological Assessment of the Proposed Site of Housing Project GA 123-4, Ackworth, Georgia," submitted to Bradfield Associates, Inc. of Atlanta, Georgia.

1980b "Mitigation Excavations at the Chestatee Site (9Lu(DOT)1), Lumpkin County, Georgia," submitted to the Georgia Department of Transportation.

1980c "Archaeological Assessment of the Proposed Location of Burns Brick Mine #2, Bibb County, Georgia," submitted to the Burns Brick Company of Macon, Georgia.

1980d "Archaeological Reconnaissance of Unicoi, Hard Labor Creek, and Sweetwater Creek State Parks, Georgia," submitted to the Georgia Department of Natural Resources.

1981a "Archaeological Assessment of Two Tracts in Dublin, Laurens County, Georgia," submitted to Flynn Development Corporation of Clearwater, Florida.

1981b "Archaeological Assessment of the Proposed Easement for the Franklin Waste Treatment Facility, Heard County, Georgia" (senior author with A.B. Carroll), submitted to Hartrampf/Powell, Inc. of Atlanta, Georgia.

1981c "An Archaeological Study of Three Outbuildings at the Robert Toombs Historic Site" (senior author with P.D. O'Grady), submitted to the Georgia Department of Natural Resources.

1981d "Two River Crossings Surveys, the Oostanaula and Chattahoochee Rivers, and a Corridor Survey of Site 9Do2 (Anneewakee Creek Site) in Northwestern Georgia" (co-author with P. Nichols), submitted to Southern Natural Gas Company of Birmingham, Alabama.

1981e "An Archaeological Study of the Grounds and Structure 'D' at the Robert Toombs Historic Site" (senior author with P.D. O'Grady and A.B. Carroll), submitted to the Georgia Department of Natural Resources.

1982 "An Archaeological Assessment of the Richmond Hill Plantation" (co-author with K. Banks and R. Mitchell), submitted to WAPORA, Inc. of Atlanta, Georgia.

1983a "Archaeological Survey of the Proposed Lexington 201 Facilities Project, Davidson County, North Carolina," submitted to J.N. Pease Associates of Charlotte, North Carolina.

1983b "Archaeological Assessment of the Proposed Lake Impoundment Area, Big Lazer Creek Wildlife Management Area, Talbot County, Georgia," submitted to the Georgia Department of Natural Resources.

1984a "Archaeological Reconnaissance Survey of Two Tracts within the West Point Wildlife Management Area, Troup County, Georgia," submitted to the Georgia Department of Natural Resources.

1984b "Cagle Site Report: Archaic and Early Woodland Period Manifestations in the North Georgia Piedmont," submitted to the Georgia Department of Transportation.

1984c "Preliminary Archaeological Investigations at the Crooked River Site (9 Cam 118)," submitted to the Jeffery Brown Institute of Archaeology, University of Tennessee at Chattanooga.

1985a "Mitigative Investigations at the Shaw Site (9 Br 7)" (senior author with R. Saunders and D. Blanton), submitted to the Georgia Department of Transportation.

1985b "An Archaeological Survey of Jekyll Island, Georgia," submitted to the Jekyll Island Authority.

1985c "Topographic Mapping and Limited Archaeological Testing at the Lapham-Patterson House," submitted to the Georgia Department of Natural Resources.

1985d "Mitigative Investigations at the Weaver Site, Gilmer County, Georgia," submitted to the Georgia Department of Transportation.

1985e "The Georgia Coastal Mississippi Period: An RP3 Operating Plan," submitted to the Georgia Department of Natural Resources.

1986 "Mitigative Investigations at Two Sites along Gum Creek, Talbot County, Georgia" (senior author with A. Bingham), submitted to the Game and Fish Division of the Georgia Department of Natural

## Resources.

1987 "Mitigative Excavation at the Lowe Site, Telfair County, Georgia," submitted to the Georgia Department of Transportation.

1989a "An Archaeological Survey of the Proposed Davisboro Sewerage System, Washington County, Georgia," submitted to Waste Control, Inc. of Alpharetta, Georgia.

1989b "An Archaeological Survey along Settingdown Creek, Cherokee and Forsyth Counties, Georgia" (senior author with W.M. Reynolds), submitted to Vulcan Materials Company of Atlanta, Georgia.

1990 "Rae's Creek: A Multicomponent Archaeological Site in the Central Savannah River Area" (senior author with contributions by G. Castille, K. Wood, M. Smith, R. Blakely, E. Sheldon, J. Mathews, and F. Magilligan), submitted to the Georgia Department of Transportation.

1991 "Phase I Archaeological Survey along Snake Creek, Carroll County, Georgia" (senior author with N.J. Harris), submitted to Carroll County Water Authority through ATEC Environmental, Inc.

1992a "An Archaeological Assessment of the Proposed H.C. (Hill) Seaton Reservoir along Snake Creek, Carroll County, Georgia" (senior author with N.J. Harris and R.R. Richardson), submitted to Carroll County Water Authority through ATEC Environmental Associates, Inc.

1992b "Phase II Archaeological Assessment of 9Sn95 at Poor Robin Landing, Screven County, Georgia" (senior author with D. Davis and J. Bevis), submitted to the Game and Fish Division of the Georgia Department of Natural Resources.

1992c "Phase I Archaeological Survey of a Proposed Campground, Jekyll Island, Georgia" (senior author with N.J. Harris), submitted to The Jekyll Island Authority.

1993a "Topographic Base Maps for Six Historic Archaeological Sites in Sweetwater Creek State Park" (senior cartographer with N.J. Harris), submitted to the Maintenance and Construction Division of the Georgia Department of Natural Resources.

1993b "Archaeological Testing in the New Manchester Mill, Sweetwater Creek State Park, Georgia" (senior author with N.J. Harris), submitted to the Maintenance and Construction Division of the Georgia Department of Natural Resources.

1994a "An Archaeological Survey of the Proposed Great Dunes Golf Course, Jekyll Island, Georgia" (senior author with N.J. Harris), submitted to the Jekyll Island Authority.

1994b "Archaeological Testing at the Old House Site, Little St. Simons Island, Georgia" (as Principal Investigator, authored by N.J. Harris), Waring Archaeological Laboratory Report of Investigations.

1994c "Little St. Simons Island Archival Research (1736-1904)" (as Principal Investigator, authored by N.J. Harris), Waring Archaeological Laboratory Report of Investigations.

1994d "An Archaeological Survey Along Whooping Creek, Carroll County, Georgia" (as Principal Investigator, authored by K. Smith), submitted to H. Gil Maddox, Jr., M.D.

1995a "Field Evaluation of Site #2 (9CI270) at the Proposed H.C. (Hill) Seaton Reservoir, Carroll County, Georgia," submitted to U.S. Army Corps of Engineers, Savannah District.

1995b "Field Evaluation of Site #1 (9CI269) at the Proposed H.C. (Hill) Seaton Reservoir, Carroll County, Georgia," submitted to U.S. Army Corps of Engineers, Savannah District.

1995c "Excavation and Reburial of Charles R. Farnham on Little Cumberland Island, Georgia," submitted to Little Cumberland Island Homes Association, Inc.

1996a "Former Structures of the Jekyll Island Club shown on Sanborn Field Survey Maps," submitted to the Jekyll Island Authority.

1996b "Phase I Archaeological Survey of Proposed Construction at the Jekyll Island Interpretive Center," submitted to the Jekyll Island Authority.

1996c "Phase II Archaeological Survey of a Proposed Visitor's Center, Sweetwater Creek State Conservation Park, Douglas County, Georgia," submitted to the Georgia Department of Natural Resources.

1997 "Archaeological Investigations at the Sapelo Island Lighthouse and Oil House," submitted to the Georgia Department of Natural Resources.

1999a "Sapelo Island Archaeology 1974-1999," submitted to the Georgia Department of Natural Resources.

1999b "Archeological Assessment of a Proposed Development Tract, McIntosh County, Georgia," submitted to the Law Offices of Preston Kunda, St. Simon's Island, Georgia.

#### **Georgia Archaeological Research Design Papers (as Managing Editor)**

1986 **Mississippi Period Archaeology of the Georgia Coastal Zone** by Morgan R. Crook, Jr. GARD Paper No. 1. (University of Georgia Laboratory of Archaeology Series, Report No. 23).

1986 **Mississippi Period Archaeology of the Georgia Piedmont** by David J. Hally and James Rudolph. GARD Paper No. 2 (University of Georgia Laboratory of Archaeology Series, Report No. 24).

1988 **Mississippi Period Archaeology of the Georgia Ridge and Valley Province** by David J. Hally and James B. Langford, Jr. GARD Paper No. 4 (University of Georgia Laboratory of Archaeology Series, Report No. 25).

1990 **Mississippi Period Archaeology of the Georgia Blue Ridge Mountains** by Jack T. Wynn. GARD Paper No. 5 (University of Georgia Laboratory of Archaeology Series, Report No. 27).

- 1990 **PaleoIndian Period Archaeology of Georgia** by David G. Anderson, R. Jerald Ledbetter, and Lisa D. O'Steen. GARD Paper No. 6 (University of Georgia Laboratory of Archaeology Series, Report No. 28).
- 1992 **Historic Period Indian Archaeology of Northern Georgia** by Marvin T. Smith. GARD Paper No. 7 (University of Georgia Laboratory of Archaeology Series, Report No. 29).
- 1993 **Mississippi Period Archaeology of the Georgia Coastal Plain** by Frank T. Schnell and Newell O. Wright, Jr. GARD Paper No. 3 (University of Georgia Laboratory of Archaeology Series, Report No. 26).
- 1993 **Historic Period Indian Archaeology of the Georgia Coastal Zone** by David H. Thomas. GARD Paper No. 8 (University of Georgia Laboratory of Archaeology Series, Report No. 30).
- 1995 **Woodland Period Archaeology of Northern Georgia** by W. Dean Wood and William R. Bowen. GARD Paper No. 9 (University of Georgia Laboratory of Archaeology Series, Report No. 33).
- 1995 **Woodland Period Archaeology of the Georgia Coastal Plain** by Karl T. Steinen. GARD Paper No. 10 (University of Georgia Laboratory of Archaeology Series, Report No. 34).
- 1995 **Archaic Period Archaeology of the Georgia Coastal Plain and Coastal Zone** by Daniel T. Elliott and Kenneth E. Sassaman. GARD Paper No. 11 (University of Georgia Laboratory of Archaeology Series, Report No. 35).
- 1996 **Historic Period Indian Archaeology of the Georgia Coastal Plain** by Chad O. Braley. GARD Paper No. 12 (University of Georgia Laboratory of Archaeology Series, Report No. 36).
- 2001 **Archaic Period Archaeology of Northern Georgia** by William F. Stanyard. GARD Paper No. 13 (University of Georgia Laboratory of Archaeology Series, Report No. 37) [in production].



**Susan E. Fishman-Armstrong**  
**Curriculum Vitae**  
**June 13, 2001**

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Laboratory Coordinator  
Sfishman@westga.edu

Antonio J. Waring Jr. Archaeological Laboratory  
State University of West Georgia Carrollton, GA 30118

Lab: (770) 836-4303

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## **EDUCATION**

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➤ **Master of Arts** - Graduated December 2000; Texas Tech University, Lubbock, TX

Major: Museum Science with a focus on Collection Management and Registration of Natural History Collections.

Thesis: "Incorporation of Bar Code Capabilities into Existing Museum Databases."

Related Coursework:

- Administration of Archival and Manuscript Collections: Caring for specialized collections.
- Museology: Historical and theoretical framework for museum science. Broad-based implication of museum work as a science.
- Museum Administration: Museum management and administration including policies and procedures, personnel management, budget formulation, governance, and marketing and public relations.
- Museum Collection Management: Museum concepts, procedures, personnel management, budget formulation, governance, and interaction with support organizations. Laboratory work involved identifying, classifying, cataloging, and processing archeological collections.
- Museum Data Management: Electronic management of museum collection.
- Museum Interpretation and Communication: Theories and methods of museum research and interpretation. Includes planning, developing, and evaluating strategies of exhibitions, publications, and education-interpretive programs.
- Museum Law, Ethics, and Standards: Ethical and legal obligations of museum collections, administration, and operations on international and national issues.
- Museum Preventive Conservation: Addresses current methods and theories of specialized care of museum objects.
- Managing Archeological Collections: Provided by the National Park Service. Addresses historical, legal, and ethical issues like preventive conservation, curation, repositories, security, and collections management of caring for an archeological collection in-perpetuity.  
<http://www.cr.nps.gov/aad/collections/index.htm>

➤ **Bachelor of Science** – Graduated December 1997; Fort Hays State University, Hays, Kansas

Major: Geosciences with focus on Paleontology and Museum Studies.

Minor: Biology

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## **COMPUTER SKILLS - Proficient in Macintosh, DOS, and PC Computer Environments.**

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### Databases

- Developed database programs for various museum collections using *Microsoft Access*, *Visual FoxPro®*, *FileMakerPro®*. Installed bar code capabilities to these database management systems.
- Consulted to assess the use of *COLLECTION Inc* and *SPECIFY* in museum functions, including report expansion and bar code capabilities.

### **Word Processing**

- Used *Microsoft Word*, *WordPerfect*, *ClarisWorks*, *Professional Write*, and *Adobe Illustrator* to prepare recommendations and reports on daily basis.

### **Spreadsheet**

- Created budget and scholarly reports with intricate graphs using *Microsoft Excel* and *ClarisWorks*.

### **Additional Software**

- Prepared presentations using *Adobe PhotoShop* and *Microsoft PowerPoint*.
- Used *Surfer 4*, and *Grapher* for Digitizing and Geophysical Analysis.

## **PROFESSIONAL EXPERIENCE**

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### **LABORATORY COORDINATOR**

*June 2001 - Present*

#### **Antonio J. Waring Jr. Archaeological Laboratory**

Maintaining the daily functions of the laboratory. Developing outreach programs. Monitoring the condition and processing of incoming collections. Preparing annual budget reports. Developing cutting edge methods for increasing the efficiency and reducing error of managing an archeological collection, like the installation of a bar code system.

*Dr. Ray Crook*

*State University of West Georgia; Carrollton, GA 30118*

### **RESEARCH AIDE**

*January 2001 – May 2001; Job Completed*

#### **Museum of Texas Tech University**

Designed and installed a custom-made bar code system for the Art, History, Registration, and Anthropology Divisions.

- Advised each division on how to expand their collection's database capabilities.
- Increased the capabilities each division's database to include location, bibliography, loan, and usage histories.

*Gary Edson.*

*Museum of Texas Tech University; 4 & Indiana. Lubbock, TX; 79409*

### **VOLUNTEER COLLECTIONS MANAGER AND FOSSIL PREPARATOR**

*May 1998 - Present*

#### **Department of Paleontology**

Installed a bar code system using the department's existing database. Duties included collecting, sorting, and preparing vertebrate fossils from Post, Texas. Assisted with the creation and design of the new "Dino Hall" at the Museum of Texas Tech University.

- Redefined how objects are processed in the Division.
- Revised the Division's Processing Procedure Policy Manual.
- Wrote the Division's Database Standard's and Usage Manual.
- Reduced Data Loss by 100%.
- Significantly decreased processing time.

*Sankar Chatterjee Ph.D.*

*Museum of Texas Tech University; 4 & Indiana. Lubbock, TX; 79409*

### **RESEARCH ASSISTANT**

*June 1998-December 2000; Graduated*

#### **Natural Science Research Laboratory**

Curated, cataloged, and installed the frozen tissue collection. Subsampled, prepared, and sent outgoing frozen tissue loans. Curated and managed the radioactive tissues from Chernobyl, Ukraine. Maintained the frozen tissue database. Assisted with installation and curation of the mammal collection. Responded to information requests. Prepared, preserved and labeled osteological material. Conducted educational tours.

- Processed 161 Loans between 1999 and 2000.
- Inventoried and updated approximately 81% of the Vital Tissue Collection.
- Created departmental procedure policy manual.

*Robert Baker Ph.D*

*Museum of Texas Tech University; 4 & Indiana. Lubbock TX; 79409*

## **PALEONTOLOGY COLLECTIONS MANAGEMENT PRACTICUM**

*Summer 1999*

### **Department of Paleontology**

Conducted a comprehensive inventory of the vertebrate, invertebrate, and geology collections. Assisted with rehousing and stabilizing specimens. Identified and solved problems with current collection management practices in the division. Instrumental in the design and creation a new database to help manage collection needs.

*Sankar Chatterjee Ph.D.*

*Museum of Texas Tech University; 4 & Indiana. Lubbock, TX; 79409*

## **REGISTRATION PRACTICUM**

*Summer 1999*

### **Museum of Texas Tech University**

Conducted a comprehensive inventory of historical and cultural objects to prepare the objects at the Ranch and Heritage Center in Lubbock, Texas, for deaccessioning from MoTTU. Solved problems and complete paperwork associated with loans, accessioning, and deaccessioning of natural history, history, art, and paleontology collections.

*Nicola Ladkin M.A.*

*Museum of Texas Tech University; 4 & Indiana. Lubbock TX; 79409*

## **VOLUNTEER FOSSIL PREPARATOR**

*August 1993 - May 1998; Graduated*

### **Sternberg Museum of Natural History**

Collected, sorted, identified, and prepared vertebrate fossils from West-Central Kansas. Molded and casted material for the new museum.

*Greg Walters M.S.*

*Fort Hays State University; Hays, Kansas, 67601*

## **OBSERVATORY DIRECTOR**

*August 1993 - December 1997; Graduated*

### **Department of Physics**

Designed and administrated presentations and shows for public nights. Assisted astronomy classes and taught labs. Maintained telescopes and designed astronomy exhibits in the observatory. Developed budget reports for purchasing needed material. Researched and wrote reports as needed. Publicized astronomy events. Promoted community awareness of astronomy.

- Increased public attendance by approximately 30%.

*Paul Adams Ph.D*

*Fort Hays State University; Hays, Kansas, 67601*

## **CURATORIAL ASSISTANT**

*August 1994 - December 1997; Graduated*

### **Sternberg Museum of Natural History**

Assisted with curation, preservation, preparation, and exhibit design for natural history, archeology, and history collections. Assisted with packing and moving specimens to the new facility.

*R. J. Zakrzewski Ph.D*

*Fort Hays State University; Hays, Kansas, 67601*

## **VOLUNTEER CURATOR**

*June 1995 - May 1997; Graduated*

### **Fick Fossil and History Museum**

Collecting, sorting, identifying, preparing, and designing natural history exhibits. Designing Geological and Paleontological traveling kits for schools.

- Reviewed the identifications for 90% of the natural history collection.

*Nancy Baalman M.B.*

*700 West 3rd Street; Oakley, Kansas 67748*

**FIELD ASSISTANT/RESEARCH ASSISTANT***Summer 1995; Job completed***Sternberg Memorial Museum**

Sorted, identified, and prepared vertebrate materials from Cimarron National Grasslands. Researched possibility of using palynology dating techniques from possible Triassic red beds of South-West Kansas. Collected fossil materials for geological dating of rocks in the Cimarron National Grasslands, Kansas. Gathered data using GPS analysis for preparing geological maps. Assisted with writing a grant proposal for a geological mapping project of Cheyenne National Grasslands, Colorado.

*Greg Liggett M.S.*

*Fort Hays State University; Hays, Kansas 67601*

**RESEARCH ASSISTANT***Fall 1993, Summer 1995, and Spring 1997; Job completed***Geoscience Department**

Located lost military soldiers after relocation and fire of historical cemetery using non-invasive techniques (magnetometer survey) for Fort Hays, Kansas. Used geophysical instruments (electrical resistivity and magnetometer) and techniques for locating buried archeological artifacts on historical grave site at Boot Hill, Hays Kansas. Used geophysical method (magnetometer survey) for determining possible illegally buried drums. Digitized and analyzed data using Surfer 4 and Grapher.

*Ken Neuhausser, Ph.D*

*Fort Hays State University; Hays, Kansas, 67601*

**HONORS, AWARDS, PRESENTATIONS**

- 
- **Museum of Texas Tech University** - "Incorporation of Bar Code Capabilities to Existing Museum Databases" Thesis Defense open house presentation. 2000
  - **Society for the Preservation of Natural History Collections** – Poster Session 2000
  - **American Association of Museums** - Presenter (poster session) 1999
  - **Astronomy Club** - Selected as Presenter for the open house on the "Mythical Legends of the Moon and Fun Facts". 1997
  - **Astronomy Department** - Guest lecturer; Presented "The Moon, its Origin" 1996
  - **Society of Vertebrate Paleontology** - (poster session) Presenter for annual international meeting in Pittsburgh, Pennsylvania. 1996
  - **Kansas Academy of Science** - Presenter (poster session) Awarded Honorable mention. 1995

**BIBLIOGRAPHY**

- 
- Dawson, Emma, **Fishman-Armstrong, S.E.**, King, Reagan. 1999. Collections Management in the 21 Century. AAM (unpublished).
  - **Fishman, S.E.**, C. Fielitz, and K. Shimada. 1996 Stratigraphic record of the genus *Enchodus* (Osteichthyes: Teleostei), in Kansas. Journal of Vertebrate Paleontology, 14 (Supplement to Number 3).
  - **Fishman, S.E.**, K. Shimada, and C. Fielitz. 1995. Stratigraphic record of the late Cretaceous genus *Enchodus* (Osteichthyes: Teleostei), in Kansas. Abstract Kansas Academy of Science, Pittsburgh, 14:21.
  - **Fishman-Armstrong, S.E.**, H. Gardner, and M. Houle. May 2000 Data Enhancement Project at the Museum of Texas Tech University. Museum of Texas Tech University, Lubbock, Texas. In-house manual.
  - **Fishman-Armstrong, S.E.**, H. Gardner, Dr. R.R. Monk, Dr. J. Indeck, G. Edson, N. Ladkin, and Dr. R. Baker. 7 July 2000. Incorporation of bar code capabilities to an existing museum database. Poster Presentation. Society for the Preservation of Natural History Collections. 15th Annual Meeting. Nova Scotia, Canada.

- **Fishman-Armstrong, S.E.**, Summer, 2000 "Bar code systems in museums." Registrar's Quarterly. Registrar's Committee-Western Region Newsletter.
- **Fishman-Armstrong, S.E.** March 2000. Installing bar code capabilities in COLLECTION%. Newsletter. Vernon System Inc. New Zealand. In Press. 4 pp.
- **Fishman-Armstrong, S.E.** 19 May 1999. Bar Coding in the Panhandle-Plains Historical Museum. Unpublished Master's Thesis Proposal. Museum of Texas Tech University, Lubbock, Texas. 7 pp.
- **Fishman-Armstrong, S.E.** and H. Gardner. March 2001. Bar Code Applications in Museums. Registrar's Committee of the Mountain Plains Museums Association.
- **Fishman-Armstrong, S.E.** April 2000. Data enhancement project, including bar code capabilities, at the Panhandle-Plains Historical Museum. In-house manual. Panhandle-Plains Historical Museum. Canyon, Texas.
- **Fishman-Armstrong, S.E.** August 2000. Incorporation of bar code capabilities to an existing museum database. Unpublished Masters Thesis. Texas Tech University. Lubbock, Texas.
- **Fishman-Armstrong, S.E.,** H. Gardner, R.R. Monk, and M.J. Owen, In Pres. Incorporation of bar code capabilities to an existing museum database. Museology. Museum of Texas Tech.

## MEMBERSHIPS

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- **Registrar's Committee of the American Association of Museums RC-AAM** – Member since 2002.
- **Southeastern Registrar's Association** - Member since 2001
- **Georgia Society of Archaeologists** – Member since 2001
- **American Association of Museums** - Member since 1998
- **Society for the Preservation of Natural History Collections** - Member since 1997
- **Museum Science Students Association** - Member since 1997; Public Relations Committee 1997.
- **Kansas Museum Association** - Member 1996-1999
- **Sternberg Museum of Natural History** - Member since 1993
- **Sternberg Geology Club (Fort Hays State University Chapter)** - Member 1993-1997; Vice President 1995 - 1996; Treasurer 1994 - 1995; Secretary 1993 - 1994.
- **Astronomy Club (Fort Hays State University Chapter)** - Member 1993-1997; President 1996-1998; Vice President 1996; Secretary/Treasurer 1994 – 1995

## INSTRUCTION

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- **Archaeological Curation and Collections Management** - Assisted and taught the Laboratory Section 2002
- **Archaeology Collections Management Internship** - Graduate Level. Supervised and instructed a graduate student in the Laboratory.

## REFERENCES

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**Ray Crook Ph.D** *Laboratory Director*

Antonio J. Waring, Jr. Archaeological Laboratory; State University of West Georgia; Carrollton, GA 30118

**Jeff Indeck Ph.D** *Curator of Archeology*

Panhandle-Plains Historical Museum; WTAMU Box 60967; Canyon, Texas; 79016

**Robert Baker Ph.D** *Curator and Director of the Natural Science Research Laboratory*

Natural Science Research Laboratory; Lubbock, Texas 79409

**Antonio J. Waring, Jr.  
Archaeological Laboratory**

**Annual Report  
2001**



**State University of West Georgia  
Carrollton, Georgia**

**2002**



**Antonio J. Waring, Jr.  
Archaeological Laboratory**

Ray Crook, Ph.D.  
Laboratory Director

Susan Fishman-Armstrong, M.S.  
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State University of West Georgia  
Carrollton, Georgia 30118

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**Antonio J. Waring, Jr.**  
**Archaeological Laboratory**

**Annual Report**  
**2001**

**State University of West Georgia**  
**Carrollton, Georgia**

**2002**

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### **About the Waring Laboratory**

The Antonio J. Waring, Jr. Archaeological Laboratory is a research facility dedicated to the scholarly pursuit of knowledge about past cultures within Georgia and nearby areas. As part of the Anthropology Program of the State University of West Georgia, the Waring Laboratory supports the archaeological research interests and instructional activities of the faculty and is an important resource for visiting scholars from across the United States. The Laboratory serves as a repository for the University's research collections, for those from State and Federal agencies with responsibilities for archaeological resources management, and for collections resulting from the compliance research projects undertaken by private archaeological firms. The Laboratory provides unique learning and directed-research opportunities for students at the State University of West Georgia, as well as educational outreach programs for the local community.

The Waring Laboratory is the only facility of its type in Georgia specifically designed to meet both academic needs and Federal standards (36 CFR 79) for the curation of archaeological collections. The two-level (~10,000 square feet) structure is climate controlled, and both temperature and humidity are maintained at appropriate levels within its curation range. Access to the Laboratory is monitored by a zoned security system with integrated intruder,

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motion, water, and smoke sensors that are directly connected to the University's Public Safety Office. The largest part of the Waring Laboratory is dedicated to the curation of archaeological collections. This 50' by 75' area contains two levels of curation shelving, providing space for 6,755 cubic feet of archaeological materials. Existing collections, representing artifacts and their associated records from hundreds of prehistoric and historic archaeological sites, occupy 4,439 cubic feet of this shelf space. A 1,250 square-foot research area in the Laboratory is maintained for the short-term and longer research projects of faculty, students, and visiting scholars. This dedicated space contains a specialized library and maps, computer stations, photography and microscope stations, drafting and digitizing tables, along with many other resources needed to support research use of the collections.

The interwoven research, teaching, and service activities of the Waring Archaeological Laboratory reflect the University's commitment to academic excellence and cooperation with other interest groups. Its embedded commitment to faculty-directed undergraduate research makes the State University of West Georgia the ideal academic environment for the Laboratory. While serving the important research and instructional agenda of the University's faculty and students, it also serves the needs

of others with interests in and a critical responsibility for protecting Georgia's archaeological past. Long-term agreements with State and Federal agencies, as well as with Private Sector companies, allows Georgia archaeological materials to be curated in state at minimal costs and without duplication of effort. Collections research carried out by students and professional archaeologists, from within and beyond the walls of the University, serves not only their specialized interests but also contributes to the advancement of general knowledge about Georgia's rich cultural heritage.

The Antonio J. Waring, Jr. Archaeological Laboratory and its related activities have had the pleasure of serving multiple constituents since the early 1970s. Today the Waring Laboratory continues this service and strives to enhance its contributions to Georgia's academic, governmental, private sector, and public archaeological community.

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## **2001 - Director's Comments**

With this *Annual Report*, I am pleased to say that 2001 was a busy and productive year for the Waring Archaeological Laboratory. Several necessary physical upgrades were made to the facility, the organization of and access to its collections have been dramatically improved, and research use of its archaeological materials has been expanded. There remains much work to be done. However, progress is steady towards our ultimate goal of making the Antonio J. Waring, Jr. Archaeological Laboratory the finest facility of its kind in the southeastern United States.

The activities reported in the following pages are the result of the concerted actions and energies of several people. Principal among them is Susan Fishman-Armstrong (M.S., Texas Tech), who became the new Laboratory Coordinator in June following the conclusion of a national search. Her expertise in museum science, and enthusiasm for order, serves us well. Several undergraduate students also contributed substantially to Laboratory operations during the year. The exceptional efforts of Jonna Hausser, Siska Williams, Hannah Omosola, and Melissa Best are acknowledged with gratitude.

The Waring Laboratory operates within an academic infrastructure and relies on the support of many offices and individuals. Among these, we are particularly grateful

for the help, kindness, and enduring patience provided by Beheruz Sethna (Office of the President), Richard Miller, Pauline Gagnon, Robert Reid, and Rusty Wallis (Dean's Office, College of Arts and Sciences), Jeanette Pollard (Budget Services); Kay Shiree and Pam Browning (Office of the Comptroller), Scott Huffman and Bart Gillespie (Development and Alumni Services), Lynn Agan, Andy Freer, and James Hembry (Facilities), Rebecca McGee (Human Resources), Clayton Alsip (Information and Technology Services), Tom Beggs and Roger Middleton (Learning Resources Center), Myron House (Library), Lisa Ledbetter (Public Relations), Tom Mackel and Julian Harris (Public Safety), Theresa Jablecki-Kriel and Al Mellon (Risk Management/Environmental Health and Safety), Patricia Durrough and Sandi Bradley (Purchasing Services), and John Storer and Patricia Arp (Sponsored Operations).

Many of the Laboratory's operations extend well beyond the University. We acknowledge the continued support and interest in the Laboratory's well being offered by Tracy Stallings (Georgia House of Representatives), Rowe Bowen (Georgia Department of Transportation), David Crass (Georgia Department of Natural Resources), and Brandon Waring (Antonio J. Waring, Jr. Family).

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On behalf of the Waring Laboratory, I  
thank all for helping make 2001 a good year.  
We look forward to an even more successful  
year during 2002.

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### **Facilities and Operations**

Several improvements were made to the Waring Laboratory during 2001 that served to enhance its overall operation. The Research Range was completely renovated, a secretary's office area was added, work space was expanded in Collections Processing, new desktop computers were acquired, computer software was upgraded, a website was developed, additional curation shelf units were purchased, and a storage building for field equipment was constructed.

Improvements to the Research Range were made to facilitate management of our archaeological collections and their research use. Three computer stations with file sharing capabilities were set up for use in research projects and for collections management activities. Three workstations dedicated for research along with work areas for drafting, digitizing, and a video-microscope were added for visiting scholars and students to use in their collections research. The research library was expanded to include archival and topographic maps, an extensive manuscript, reprint and research monograph collection, primary professional journals, and numerous analytic reference works. Another significant addition to the library was the generous donation of Antonio Waring's professional library by his family.



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Improvements in the Curation Range expanded our capability to house future archaeological collections. Thirty-three shelf units were added to Level I, increasing our curation capacity by 1,155 cubic feet. This addition increases our total capacity to 6,755 cubic feet. 4,439 cubic feet of shelf space currently is occupied by curated archaeological collections, leaving 2,316 cubic feet of available space. Planning designs and cost estimates also were completed during 2001 for the expansion of flooring and shelving on Level II to allow for approximately 800 cubic feet of future curation space.

The Laboratory entered cyberspace during 2001 with construction of its website at <http://www.westga.edu/~ajwlab/>. This website contains important information about the Laboratory and its operations, along with links to other websites containing useful information about archaeological curation and collections management. The Laboratory website provides a resource for the professional community as well as for students interested in exploring archaeological curation issues. Updates soon will include Laboratory policies and procedures, along with instructions for executing curation agreements and processing collections loans.

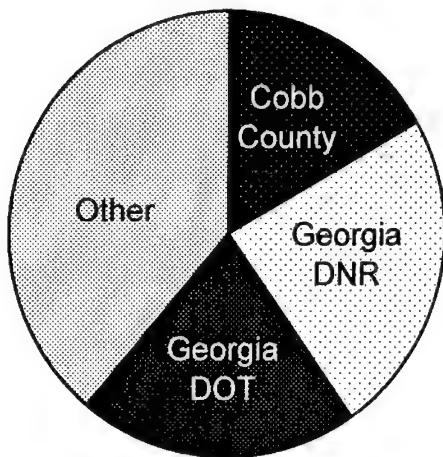


Figure 1  
Archaeological Collections (N = 337), by Owner,  
Curated at the Waring Laboratory

*Other* includes: Antonio J. Waring, Jr. Archaeological Laboratory, Balfour Land Company, Carroll County Water Authority, City of Brunswick, City of Darien, City of Montezuma, Clayton County, Federal Highway Administration, Georgia Environmental Protection Division, Georgia Ports Authority, Georgia Power Company, Little St. Simons Island, Soil Conservation Service, Southern Natural Gas Company, Talbot County, U.S. Air Force, U.S. Army Corps of Engineers.

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## **Collections Management**

This year the Waring Laboratory undertook two major new projects - Bar Code Project and Facilities Evaluation. Our collections loan policy was updated and we continued to maintain and provide access to our curated collections. A majority of these collections are held-in-trust for the Georgia Department of Natural Resources, the Georgia Department of Transportation, and Cobb County. Figure 1 graphically depicts, by owner, the archaeological collections (337 collections and 4,439 cubic feet of materials) curated at the Waring Laboratory.

The Bar Code Project was initiated during 2001. This long-term project consists of five phases: (1) Database Correlation, (2) Upgrading the Database Management System, (3) Installing the Bar Code Utility, (4) Designing Views and Reports, and (5) Printing. Its purpose is to increase the efficiency of our multiple collections management activities.

Phase 1 was successfully completed during 2001. This consisted of an inventory of existing collections to verify the accuracy of their information in the database. This phase was an opportunity to assess the collections and was the first step towards completion of a comprehensive inventory as required by 36 CFR 79. This inventory will be completed over the next few years by

conducting successively more detailed inventories. The final inventory will become the basis for installing a bar code system at the Waring Laboratory.

With the conclusion of Phase 1, the Waring Laboratory successfully completed the Accession Inventory required in order to update the primary information for each collection it curates. A total of 8,300 records were acquired by systematically inventorying, at a basic level, the collections in each curated box in the Laboratory. This inventory has proved to be beneficial in revealing numerous previously unrecognized data problems. Most of the problems resulted from lack of standardization. A few collections, previously unaccounted for within the database, also were discovered. The inventory added 2,980 new records to the 5,320 records in the database. It forced the use of field parameters and the addition of many new fields that will be incorporated in the upgraded database from Microsoft Excel® to Microsoft Access® in Phase 2 of the project. The lasting result of the inventory is a paper document with an accurate representation of all of the collections and their locations in the Laboratory.

A comprehensive in-house Facilities Evaluation also was completed during 2001. This project resulted in two reports -

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a *Standard Facility Report* and a *Needs Assessment Report* - that incorporated input from multiple on-campus departments, including Facilities, Risk Management, and Public Safety at the State University of West Georgia. The purpose of these reports was to help the Laboratory improve its operations beyond the minimum requirements set forth in 36CFR79.

The *Standard Facility Report* follows the format produced by the Registrar's Committee of the American Association of Museums (RC-AAM). This report is a self-assessment that is useful in determining priorities for "capital improvements and collection management practices that include borrowing, shipping, handling, securing, and installing objects requested for curation" (RC-AAM, 2000).

The second document was a *Needs Assessment Report* that describes specific elemental hazard(s) that exist at the Waring Laboratory. Using the professional standards of the International Council of Museums and the Society for the Preservation of Natural History Collections, this report specifies needs of the Laboratory beyond those addressed in the *Standard Facility Report*.

Most of the problems revealed in these reports were minor and were corrected immediately. The results will be used in the

development of an improved *Emergency Preparedness Plan* for the Waring Laboratory, in addition to other purposes.

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### **Curation Agreements**

Curation options at the Waring Laboratory were expanded during 2001 to include a fixed-cost, one-time fee, contractual agreement. Letters were sent to stakeholders, including corporate archaeological contractors in Georgia and adjacent states, notifying them of this change and encouraging each to consider the Waring Laboratory for the curation of their compliance research collections.

Three new agreements were executed during 2001. A renewable annual contract was signed for the curation of existing archaeological collections owned by the Georgia Department of Natural Resources. A fixed-cost contract was finalized with the Georgia Department of Transportation for the curation of archaeological collections from projects it undertook during the 1999 calendar year. A *Memorandum of Understanding* also was formalized with the Georgia Department of Transportation regarding arrangements for the curation of future collections resulting from their archaeological projects.

In addition, several term contracts for curation remained in effect for the calendar year. These included 14 separate agreements with the Georgia Department of Transportation, the Georgia Department of Natural Resources, U.S. Soil Conservation Service, Cobb County, City of Montezuma, Dobbins Air Force Base, South Georgia

Natural Gas Company, and South Carolina Electric and Gas Company.

The Waring Laboratory entered its first full year of operation under an *Assistance Agreement* with the U.S. Army Medical Research Acquisition Activity for the curation of archaeological collections from Department of Defense properties in Georgia and surrounding areas of the southeastern United States. Letters and follow-up telephone calls were made to military bases in Georgia and adjacent states. The cultural resources officer at each base was notified that the Waring Laboratory had been approved as a federally compliant curation facility and was available to execute *Task Orders* for the processing and care of their archaeological collections.

The Laboratory responded to numerous requests for information about curation options and initiated new contractual agreements that will be finalized during the 2002 calendar year.



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### **Collections Research**

The use of archeological collections for research purposes is central to the Mission of the Waring Laboratory. Several curated collections were made available to researchers during 2001.

In-house research by faculty and directed research projects by students of the State University of West Georgia included:

- Dr. Crook – Bilbo Collection, Little St. Simon's Island North End Site Collection, Sapelo Island New Barn Creek Collection
- Dr. Steinen – Fort King George Collection
- James Dickens – Etowah Catalog Project
- Douglas Mabry – John Whatley Collection
- Sarah Mistak – Bilbo Collection, Sapelo Island Gullah Project Collection, Etowah Catalog Project
- Jennifer Warhop – Bilbo Collection, Jekyll Island Horton House Collection
- Rachel Whetstone – Bilbo Collection

Outside researchers also used the laboratory's archaeological collections during the calendar year. These included:

- Leiellen Atz (Brockington and Associates) - West Point Lake Collection
- Wayne Boyko (Fort Bragg, North Carolina) - Etowah Collection

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- David Dye (Memphis State University) – Etowah Collection
  - Georgia McCluskey (Department of Arkansas Heritage) - Coolewachee Creek Site Collection
  - Leslie Raymer (New South Associates) - New Echota Collection
  - Karen Smith (University of Missouri, Columbia) – Waring Coastal Collection

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### **Collection Loans**

Archaeological collections curated at the Waring Laboratory may be made available through loan for professional research and educational purposes. Because the Laboratory lacks exhibit space, outgoing loans are a primary venue for public outreach. Loans provide an opportunity for our curated archaeological collections to be used by museums and others for heritage education purposes. Many of the loans during 2001 were to the Historic Preservation Division of the Georgia Department of Natural Resources for exhibit at Georgia's parks and historic sites.

- *Loan 2001-01.* 63 artifacts from the 9Ct2 Collection to the Chieftain's Museum in Rome, Georgia for exhibit.
- *Loan 2001-02;* 15 artifacts from the John Whatley Collection to the Chieftain's Museum in Rome, Georgia for exhibit.
- *Loan 2001-03.* 135 artifacts from Pickett's Mill Collection to the Historic Preservation Division of the Georgia Department of Natural Resources for exhibit development.
- *Loan 2001-04.* 2303 slides from the Etowah Collection to the Historic Preservation Division of the Georgia Department of Natural Resources for duplication.

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- *Loan 2001-06.* 17 artifacts from the 9Ct2 Collection to the Catoosa County Historical Society in Ringgold, Georgia for exhibit.
  - *Loan 2001-08.* 93 artifacts of the Etowah Collection to the Historic Preservation Division of the Georgia Department of Natural Resources for exhibit development.

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### **Public Education Initiatives**

The Waring Laboratory undertakes limited public outreach projects and responds to numerous informal requests for information about Georgia archaeology each year. During 2001 presentations were given to school groups, visitors were welcomed to the Laboratory for tours, an open house was provided for faculty, students, and staff of the University, the Laboratory co-sponsored celebration of *Georgia Archaeology Month*, and development of a mock excavation program was initiated for middle-school students.

In-school presentations were made at two middle schools. Ms. Jonna Hausser spoke to 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade students at Taylor Street Middle School in Griffin about archaeology, anthropology, and career opportunities. Another anthropology major, Ms. Rachel Whetstone, gave a talk entitled "Diggin' Bones, and I am not talking about Dinosaurs" to a 4<sup>th</sup> grade class at Friendship Elementary School.

An open house was held at the Waring Laboratory in October. This was designed to introduce our facility as an on-campus resource. Several temporary exhibits regarding Georgia archaeology were created and visitors from the university community were given a tour of the Laboratory and its operations.

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A major outreach project was initiated this year with planning for a mock excavation site located adjacent to the Waring Laboratory. Developed in conjunction with Kathleen White, Director of West Georgia Youth Science and Technology Center, this project consists of construction of permanent dig sites and an instructional pavilion to provide hands-on experience in geology and archaeology for middle-school students. The facility was constructed during 2001 and the geology pit has been completed. With completion of the archaeology pit and its pedagogical design during 2002, the first mock excavation is tentatively planned for the spring of 2003.

Multiple uses of the archeological pit are anticipated. Middle-school students will be introduced not only to the reading, writing, and math skills used in archaeological excavation, but also to the knowledge that can be gleaned from various archaeological data.

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### **Students at the Waring Laboratory**

Students, principally undergraduate anthropology majors, form the corpus of the workforce at the Waring Laboratory. Under the direction and supervision of the Laboratory Director and the Laboratory Coordinator, they perform many routine tasks associated with collections management and undertake specialized curation assignments. Students also undertake directed archaeological research projects, either as paid assistants or for academic credit. This hands-on experience not only satisfies critical needs of the Laboratory, but also enhances the education and professional preparation of each student.

During the 2001 calendar year the following students were employed at the Laboratory with support from a variety of funding sources, including Laboratory funds, the Federal Work Study Program, and the UWG Student Research Assistance Program.

#### **Spring 2001**

Melissa Best - *Laboratory Assistant*  
James Dickens - *Student Research Assistant*  
Carolyn Gibson - *Laboratory Assistant*  
Jonna Hausser - *Student Assistant*  
Sara Mistak - *Student Research Assistant*  
Hannah Omosola - *Laboratory Assistant*  
John Pendley - *Student Assistant*  
Jennifer Warhop - *Student Research Assistant*  
Siska Williams - *Student Assistant*

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Summer 2001

Melissa Best - *Laboratory Assistant*  
Jonna Hausser - *Student Assistant*  
Douglas Mabry - *Student Assistant*  
Sarah Mistak - *Student Assistant*  
Matthew Tidmore - *Student Assistant*  
Jennifer Warhop - *Student Assistant*  
Rachel Whetsone - *Student Assistant*  
William A. Willey - *Student Assistant*  
Siska Williams - *Student Assistant*  
Drew Wise - *Student Assistant*

Fall 2001

Keri Allen - *Laboratory Assistant*  
Jason Brooks - *Laboratory Assistant*  
Brian Donnell - *Laboratory Assistant*  
Hannah Omosola - *Database Assistant*  
Siska Williams - *Curatorial Assistant*



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### **Contributions to the University's Mission and Goals**

As a part of the academic community, the Antonio J. Waring, Jr. Archaeological Laboratory contributes to the Mission and Goals of the State University of West Georgia. The Laboratory makes specific contributions in research, service, and teaching.

The Waring Laboratory encourages research use of its collections to advance knowledge about the archaeological past. This research, both pure and applied, is carried out by faculty members within the University, visiting professionals from other institutions and agencies, and by students. During the 2001 calendar year, seventeen different research projects were conducted through the Laboratory.

The service activities of the Waring Laboratory are significant. The Laboratory is a critical resource for the proper management of archaeological collections within Georgia that serves many federal, state, municipal, and private agencies. Collaborative relationships, through contracts and other formal agreements, with these agencies allow them to comply with legislative mandates for archaeological curation and collections management at minimal cost and without duplication of resources. With these relationships, the University shares its resources to expand and enhance services available to the citizens of Georgia.

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Teaching activities undertaken through the Waring Laboratory enhance the educational experience of students at the University. Many opportunities are provided for experiential learning, either through paid assistantships or through faculty-directed student research projects. During 2001, seventeen undergraduate students (primarily anthropology majors) engaged in projects that enhanced their learning experience. Additionally, educational outreach activities to local public schools not only provided them with a needed service, but also expanded the educational experience of our students who prepared and presented these programs.

Contributions by the Waring Laboratory to the University's Mission and Goals will be maintained and even increase during 2002. Service activities will expand with the successful negotiation of additional curation agreements. Research activities will expand as significant new collections are added, and as existing collections become better organized and are made more accessible. Some teaching activities will be maintained, and new ones will be initiated. Directed-research projects and paid assistantships will continue with undergraduates. Laboratory Internships will become available for post-graduates, and educational programs for public schools will be expanded with development of the mock-excavation project.

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A new upper-division course within the Anthropology Curriculum also has been developed and approved. *Archaeological Curation and Collections Management*, a 3 semester-hour course with lecture and laboratory components, will be taught for the first time during the Spring Semester of 2002.

## **Objectives for 2002**

Much time and energy during 2002 will be devoted to the continuing activities of basic Laboratory operations – maintaining and monitoring existing collections, fiscal management of existing contractual agreements, negotiation of new contractual agreements, assessment and acquisition of new collections, providing research access to collections, and executing loan agreements. However to advance our progress towards exceeding the minimum requirements for federal compliance and to further our mission both within and beyond the University community, several more specific objectives are defined for 2002.

- Complete Phase 2 of the *Bar Code Project*
- Conclude comprehensive box-level inventory of existing archeological collections and enter information into a relational database
- Make significant progress on detailed content inventory of archived boxes and enter information into a relational database
- Initiate prioritized list of existing collections that require revitalization
- Review and revise the Laboratory's *Collections Acquisition Policy*
- Review and revise the Laboratory's *Emergency Preparedness Plan*

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- Develop a relational database for the research library materials (books, reports, reprints, manuscripts, and maps)
  - Complete the instructional design for the mock excavation - *Archaeology Pit Project* – for local middle school classes
  - Teach a course in *Archaeological Curation and Collections Management* for undergraduate anthropology majors
  - Initiate a Laboratory Internship designed for post-graduates, including graduate students in the UWG Public History program